

**CITY OF ARCATA  
HISTORIC AND DESIGN REVIEW COMMISSION MEETING MINUTES**

*Approved August 10, 2011 by unanimous vote*

**COUNCIL CHAMBER  
736 F Street, Arcata, CA 95521**

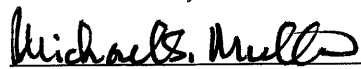
**July 27, 2011  
Wednesday, 4:00 p.m.**

A complete record of this meeting can be viewed by visiting the City's Website ([www.cityofarcata.org](http://www.cityofarcata.org)) and clicking on "Watch Live Meetings" to access the Historic and Design Review Commission Archives to view the Granicus Telecast. Approved minutes are found on the Commission/Committee website.

- I. ROLL CALL.** Commissioners: John Barstow, Renée Chappelle, Janette Heartwood and Genevieve Schmidt. Staff informed Commissioners that the City Council appointed Jim Lowry to the HDRC.
- II. ORAL COMMUNICATIONS. NONE.**
- III. CONSENT CALENDAR.**
  - A. July 13, 2011 minutes and project actions were approved (Schmidt motion, Heartwood seconded), with a 4-0 voice vote (one member vacancy).
- IV. PUBLIC HEARINGS.**
  - A. Continued Projects. **NONE.**
  - B. New Projects. **NONE.**
- V. BUSINESS ITEMS.**
  - A. The Commission conducted an administrative review of the Grading/Improvement Plans and other supporting materials for the proposed Trillium Creek Subdivision.
- VI. CORRESPONDENCE, COMMISSION & STAFF COMMUNICATIONS.**
  - A. Commissioners received the June 2011 newsletter Livable Places Update: Emerging Trends in Community Planning and Design, also available online at [www.lgc.org](http://www.lgc.org).
  - B. Staff informed the HDRC that Commission members whose terms are due to expire on October 31, 2011 will be sent a letter from the City Manager's Office asking if they wish to reapply for another term on the Commission.
- VII. ADJOURNMENT - 5:50 P.M.**
- VIII. ATTENDANCE.**

	01-12-2011	01-26-2011	02-09-2011	02-23-2011	03-09-2011	03-23-2011	04-13-2011	04-27-2011	05-11-2011	05-25-2011	06-08-2011	06-22-2011	07-13-2011	07-27-2011	08-10-2011	08-24-2011	09-14-2011	09-28-2011	10-12-2011	10-26-2011	11-16-2011	11-30-2011	12-14-2011	12-28-2011
<b>CH: John Barstow</b>	X	X	*	O	X	X	X	X	X	X	O	X	X	X										
<b>V-CH: Janette Heartwood</b>	X	X	*	X	X	X	X	X	X	X	X	X	X	X										
<b>Renée Chappelle</b>	X	X	*	X	X	X	X	X	X	X	X	X	X	X										
<b>Genevieve Schmidt</b>	X	X	*	X	X	O	X	X	X	X	X	X	X	X										
<b>Vacancy</b>																								

**Note: CH = Chair John Barstow; V-CH = Vice Chair Janette Heartwood. Staff Liaison: Michael Mullen**  
 X = present; O = absent; \* = no meeting; S = special meeting (not considered regular attendance). Per Section 2204.B of the Arcata Municipal Code, "If any member of a commission is absent for four regularly scheduled meetings in a calendar year, the secretary to the commission shall certify that fact to the Council and the Council shall thereafter declare the position on the commission to be vacant."

Attest:   
 Michael S. Mullen, HDRC Staff Liaison.